

**North Pole Refinery Technical Project Team**  
**November 3, 2010**  
**ADEC Fairbanks Offices - First Floor Conference Room**  
**610 University Avenue**  
**Fairbanks, AK**  
**Dial 1-800-315-6338**  
**Access Code: 2104**  
**<https://www1.gotomeeting.com/join/134663265>**

**Technical Project Team Members**

Bill Butler	City of North Pole, Director of City Services
Cindy Christian	DEC Drinking Water Program, Compliance Program Manager
Mark Coggeshall	Flint Hills Resources, Project Manager
Dennis Elliott	Williams, Director of Environment, Health and Safety
Ann Farris	DEC Contaminated Sites Program, Project Manager
Brian Jackson	DEC Prevention and Emergency Response Program (PERP)
Lee Johnson	DEC, Drinking Water Program
Cassie Kirk	DHSS Environmental Toxicologist
Elizabeth Page	Reiss Remediation
Brandon Perkins	EPA, Region 10
Jeanne Swartz	DEC, Industry Preparedness Program (IPP)

**Support Personnel**

Rebecca Andresen	Arcadis
Dr. Dave Barnes	University of Alaska, Fairbanks
Stephanie Buss	SPB Consulting, Toxicologist
Denise Elston	DEC, Contaminated Sites Program, Program Specialist
Susan Erben	DEC Contaminated Sites Program, Community Involvement Specialist
JoAnn Grady	Grady and Associates, Team Facilitator
Nim Ha	H&SS Health Educator
Dr. Laurie Haws	Tox Strategies
Lisa Minnear	OASIS Environmental, Project Manager
Meg Michell	Environmental Standards, Inc.
Dr. Dave Verbrugge	Department of Health and Social Services, Chemist
Rock Vitalie	Environmental Standards, Inc.
Eric Zentner	OASIS Environmental, Asst. Facilitator

**Draft Agenda**

**9:00 am - 9:15 am**

- **Introductions** *JoAnn Grady*
  - Approve draft agenda
  - Welcome and introduction of Dave Barnes

**9:15 am - 9:30 am**

- **Review of Action Items from the September 14<sup>th</sup> Meeting** *JoAnn Grady*

**9:30 am – 10:00am**

- **Presentation by the EPA on the Preliminary Site Assessment** *Brandon Perkins*

**10:00 am – 10:15 am**

- **Brief overview of the briefing on Sulfolane to the Commissioner of ADEC.** *Susan Erban*

**10:15 am – 10:30 am**

***-Break-***

**10:30 am – 12:00 am**

- **Drinking Water Sub-Group**
  - Updates on the municipal well project
  - Review of municipal well data
  - Update and timeline of the in-home treatment system:
    - Overview of the system's design documents and schedule for delivery of these documents to DEC
    - Update on the independent third-party verification of the treatment system through the National Sanitation Foundation.
    - Overview of the owner's manual and schedule for delivery to DEC
    - Overview of homeowner's meeting
  - Process for the regulatory review and approval of these systems.

**12-00 pm – 1:00 pm**

***-Lunch-***

**1:00 pm – 1:30 pm**

- **Update on the root cause analysis and remedies for the sumps and piping that failed hydrostatic testing in 2010**
  - Review of the Lab Area Groundwater Investigation Sampling and Analysis Plan.
  - Schedule for delivery of the laboratory work plan to DEC
  - Report on the remedial actions taken at the lab to replace the drains with a permanent alternative.
  - Develop schedule for deliverables for the assessment and remedy at the lab and each sump.
  - Discussion of testing other underground piping or infrastructure that could be a source of contamination.

**1:30 pm – 2:30 pm**

- **Update on the Site Characterization Work plan and Interim Remedial Action Plan**
  - Report on results of surface water and soil sampling to date; progress of the monitoring well drilling, and GPR study
  - Report on the updates to the existing remediation system and the progress of the evaluation of other alternatives for remediation.
  - Discussion of data delivery and monthly groundwater reports
  - Update on the development of the Conceptual Site Model (CSM)

**2:30 pm – 2:45 pm**

***-Break-***

**2:45 pm – 3:45 pm**

- **The Toxicology and Chemistry Sub-Group** *Stephanie Pingree Buss*
  - Update on the results of the Garden Study
  - Overview of the discussions and findings of the Chemistry Sub-Group
  - Update on the validation status of the analysis of soil, water, and vegetable samples.
  - Update and discussion on the proposed Greenhouse Study and chronic toxicity study.
  - Next Tox sub-group meeting

**3:45 pm – 4:30 pm**

- **The Risk Communication Sub-Group** *Nim Ha, Susan Erban, JoAnn Grady*
  - Review and discussion on the October 5<sup>th</sup> Open House Meeting
  - Discussion of any communication points to the public based on the deliberations and findings of the TPT sub-groups.
  - Next sub-group meeting

**4:30 pm – 4:45 pm**

- **SharePoint Training** *Denise Elston*

**4:45pm - 5:00 pm**

- **Wrap up**
  - Develop list of agenda items for the following TPT meeting